

South Carolina Department of Education Policies  
for  
State Board of Education Private School Approval Process

GENERAL INFORMATION

Name of Institution : **Smart Start Day School**

Grade Spans served : **PK-3 starting 2015-2016, with a projection to serve PK-8 by 2020-2021**

Address : **2700 Ashland Road, Columbia, SC 29210**

- **We have 11400 Sq. ft Facility with 14 classrooms, a community Center, a kitchen and Administrative offices.**
- **We are located on 2.2 Acre Land and have good size play area for children.**
- **We are in a very safe neighborhood of Seven Oaks , surrounded by Ashland Church & Crossroad Church**

Telephone Numbers : **803-764-3367**

Website URL : **[www.SmartStartDaySchool.org](http://www.SmartStartDaySchool.org)**

Director/Principal/Headmaster :

**Viresh Sinha ( Principal ) , founder of *Smart Start Day School*, is an *Electronics & Communications Engineer* with Post Graduate Diploma in *Business Management*. With more than 20 years experience of business experience, he is an Entrepreneur, a Filmmaker and a more importantly, a Parent. He has pledged his experience and expertise to educating children. He has envisioned a unique school where children will 'love to attend' the school rather than 'have to attend' the school, where there will be no 'Teacher's Favorite', no 'Mr. or Ms. Popular', where All will be encouraged to bring out their own best, where All will learn to become better human beings.**

Attach written Charter/Constitution/Operating Bylaws?

- Smart Start Day School is operated by Smart Start International Inc , a private Corporation.
- Our mission is to provide affordable Private Education in Columbia, South Carolina.
- We follow SC State Board provided guidelines as far as curriculum and other educational policies are concerned.
- At Smart Start, emphasis is given on 'Excellence in Academics' along with 'All Round Development'.
- Smart Start embraces American tradition of moral and ethical values, respects all religious beliefs, cultures and traditions, but does not have any Religious Affiliation.

- At Smart Start, we believe that Parents are the primary educators of their children and are helped in this responsibility by the school. A successful community can only be achieved with mutual cooperation of Parents and Teachers.
- While our curriculum focuses on STEM ( Science, Technology , Engineering and Math) , we believe that extra curricular activities like music , sports , art & craft , drama etc are equally important for child's self expression and success. We give special emphasis on developing students' emotional and social intelligence including confidence, self -control and communication.
- At Smart Start , we truly believe that Each Child is unique and hence we pay individualized attention to each Child and provide them encouraging environment and motivate them to learn.
- We incorporate Project based & Inquiry based learning in our classrooms along with conventional learning styles.
- Our Classrooms are Multi-Age Classrooms with a two year span ( unlike 3 year in Montessori)
- Smart Start Day School does not discriminate in employment or the provision of educational services on the basis of race, color, religion, age, gender, national origin, disability, citizenship status, veteran status or any other characteristic protected by federal, state or local law

#### ADMINISTRATION/TEACHERS/STAFF

Identify the school administrators and their functions.

**Viresh Sinha , Principal – Responsible for all administrative Tasks.**

Are at least one of the administrative staff of each school certified or experienced in the field of school administration? Identity which.

**Viresh Sinha , Principal**

Are the teachers required to have South Carolina teacher certification?

**No**

What is the approximate percentage of certified and non-certified staff?

**50% Certified , 50% Non-Certified**

Identify the teacher-student ratios per grade.

**1 Teacher : 12 Students**

Are teachers given professional development opportunities provided by the school?

**Yes**

Is a library accessible to students?

**Yes**

Is there a guidance counselor available for students?

**working on it**

is a school nurse on the premises or otherwise available?

**Working on it**

Are custodial services available?

**Yes**

#### SCHOOL DAY

Please identify the following:

Length of school day. **7 hours**

Length of school year. **180 days**

Approximate school start date(month) and end date (month).

**19<sup>th</sup> August – 31<sup>st</sup> May ( see attached)**

Approximate student enrollment.

**30**

#### ADMISSION/ATTENDANCE

Is the school subjected to all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, gender, national origin, religion, ancestry, or need for special education services? **Yes**

Describe admission process. **School Visit, Parents Interview & Student Assessment, Enrollment**

Describe attendance policy.

**– We abide by State Board Regulation: 43-274 ( Student Attendance)**

- we require parents to provide Leave application / Doctor's notes for all Lawful Absences . If Students are late more than 2 times a week, Parents are required to provide in writing the reason for that.**

Identify the truancy policies.

**– We abide by State Board Regulation: 43-274 ( Student Attendance) –**

**– We are working with very young children , and we hold parents responsible for unlawful absences.**

What is the method of transfer to and out of the school?

**Transfer out – Need a written Letter from Parents explaining why is the transfer needed. A complete assessment describing the proficiency level in different subjects will be provided.**

**Transfer to – Same as admission Process.**

Are there student conduct and disciplinary procedures? Describe them in detail.

**We are working with very young children and we use talking and explaining. Occasionally we use 2-3 minutes 'time outs' which are intended 'not as a punishment' rather a temporary break so that they can calm down.**

How does the school maintain accurate pupil data?

**Handwritten Records**

### CURRICULUM

Describe the curriculum in detail for all relevant grade levels.

**ELA & Math : We use Common Core Standards – please see attached**

**Science, Social Studies, Physical Education, Visual/Performing Arts,. Physical Education & Health Safety : South Carolina Department of Education Standards – please see attached**

Give a percentage of time per day spent on the following subject areas. If an area(s) does not apply place "N/A." Estimate if not a daily occurrence.

English/ELA	<b>15%</b>	Physical Education	<b>15%</b>
Science	<b>15%</b>	Visual/Performing Arts	<b>10%</b>
Math	<b>20%</b>	Foreign Language	<b>10%</b>
Social Studies	<b>10%</b>	Health/Safety	<b>5%</b>

Does the school provide textbooks (hardcopy or electronic) for student use?

**YES, Hardcopies**

Is instruction live or any part of it given virtually?

**100 % Live**

Do the students participate in any state testing programs? If so, identify which.

**Not up to PK-3 . For higher grades we will incorporate State Standardized Testing.**

### HEALTH/SAFETY

Are birth certificates for each student on file?

**YES**

Are immunization records on file for each student verifying compliance with South Carolina Department of Health and Environmental Control?

**YES**

Are all employees screened for tuberculosis?

**YES**

Is the school facility in compliance with sanitation and health regulations as prescribed by the South Carolina Department of Health and Environmental Control?

**YES**

Are fire drills conducted on a regular basis? How often?

**Once a month**

Does the school facility comply with the latest safety regulations prescribed by the State Fire Marshall?

**Yes**

Does the school provide adequate personnel, facilities, equipment, and supplies for its instructional program?

**Yes**

Are criminal background checks performed on all employees by the South Carolina Law Enforcement Division?

**YES**